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COURSE BROCHURE

Learning Dashboards and L&D Budget Management Training Course

27 – 31 December 2026
Online

Learning Dashboards and L&D Budget Management Training Course

Ref: 879_33268 **Date:** 27 – 31 December 2026 **Location:** Online **Fees:** 1900 GBP

Learning Dashboards and L&D Budget Management is a 1-week training course for L&D managers and training heads who run the learning function and must show where its money goes, ending with an L&D operating dashboard and budget pack. Executives now expect learning leaders to defend spend line by line. Jupiter Prime Training offers this course for leaders who steer the learning function.

Why Learning Dashboards and L&D Budget Management Matters Now

Three forces shape the learning function today: finance directors who expect zero-based justification of every training line, learning platforms that generate more activity records than anyone reads, and business unit heads who want evidence of behaviour change rather than attendance counts. A function that handles these well keeps its budget; one that handles them badly is cut first. The course rests on ISO 30422 for learning and development processes, ISO 10015 for competence management, the Kirkpatrick four-level model and the Phillips ROI Methodology.

Who Gains Most from Learning Dashboards and L&D Budget Management

- Leaders who own the annual learning budget and defend it to finance committees
- Heads who commission external providers, negotiate rates and judge supplier quality
- Managers who run learning platforms and decide which metrics reach executives
- Business partners who translate unit priorities into a funded learning calendar
- Coordinators who track cost per learner, cancellations and venue spend

Learning functions gain most when the budget owner, the platform owner and the supplier lead attend together and leave with one shared reporting rhythm.

Learning Dashboards and L&D Budget Management Capabilities

Participants turn scattered spend records, supplier invoices and platform exports into a funded plan and a dashboard that executives read monthly.

- Build a zero-based learning budget with cost centres and contingency — finance committee approval
- Specify supplier scorecards and rate cards for external providers — procurement renewal decisions
- Design a learning dashboard with leading and lagging indicators — executive monthly reviews
- Calculate cost per learner, cost per completion and utilisation rates — reallocation of funds
- Apply Kirkpatrick levels and Phillips isolation techniques to flagship initiatives — business unit sponsors
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Communicate variance and forecast changes in plain business terms — chief financial officer

Key Learning Dashboards and L&D Budget Management Terms

- Learning dashboard — a one-page visual of spend, reach, completion and impact indicators refreshed on a fixed cycle.
- Zero-based budgeting — building each budget line from nothing every cycle, justified by need rather than last year's figure.
- Cost per learner — total direct and indirect learning spend divided by the number of unique participants reached.
- Supplier scorecard — a weighted rating of an external provider on quality, cost, responsiveness and learner feedback.
- Chargeback model — an arrangement where business units pay the learning function for services from their own budgets.
- Isolation of effects — Phillips techniques that separate the contribution of learning from other factors behind a result.

Learning Dashboards and L&D Budget Management Day by Day

Day 1: The Learning Function as a Business Unit

- ISO 30422 Process Map — Where the Learning Function Owns Decisions
- Operating Model Canvas — Centralised, Federated or Embedded Learning Teams
- Stakeholder Funding Map — Who Pays, Who Benefits, Who Signs Off
- Service Catalogue Design — Which Offerings the Function Commits to Deliver
- Chargeback and Central Funding Options — Allocating Cost Across Business Units

Day 2: Building and Defending the Learning Budget

- Zero-Based Budget Template — Justifying Each Line From Workforce Need
- Direct and Indirect Cost Categories — Capturing Venue, Travel and Time Away
- Cost Per Learner and Utilisation Ratios — Comparing Delivery Modes Fairly
- Variance and Forecast Reports — Explaining Overspend Before Finance Asks
- Budget Defence Narrative — Linking Spend to Business Unit Priorities

Day 3: Commissioning and Steering External Providers

- Make-or-Buy Matrix — Choosing Internal Faculty or External Suppliers
- Request for Proposal Structure — Comparing Bids on Equal Criteria
- Rate Cards and Framework Agreements — Controlling Day Rates Across Suppliers
- Supplier Scorecard With Weighted Criteria — Renew, Renegotiate or Exit
- Service Level Clauses — Cancellations, Substitutions and Quality Remedies

Day 4: Designing Learning Dashboards and Impact Evidence

- Leading and Lagging Indicator Set — Choosing What Executives See Monthly
- Platform Data Extraction and Cleansing — Trusting Completion and Usage Figures
- Kirkpatrick Levels Applied to Flagship Initiatives — Evidence for Sponsors
- Phillips Isolation and Conversion Techniques — Separating Learning Contribution
- Dashboard Layout and Visual Hierarchy — Reading Status in Under a Minute

Day 5: Practising the Operating Dashboard and Budget Pack

- Sector Case From Healthcare and Logistics — Applying Budget and Supplier Tools
- Dashboard Prototype From Sample Platform Exports — Testing Indicator Choices
- Executive Briefing Rehearsal — Presenting Variance and Impact Evidence
- Quarterly Reporting Calendar — Fixing Refresh, Review and Sign-Off Points
- L&D Operating Dashboard and Budget Pack — Final Version for Executive Approval

Applying Learning Dashboards and L&D Budget Management After the Course

- Rebuild next year's learning budget on a zero-based template and walk it through with the finance business partner.
- Score the three largest external providers on a weighted supplier scorecard before their next renewal.

Learning Dashboards and L&D Budget Management Questions FAQ

What is Learning Dashboards and L&D Budget Management and why does it matter now?

It is the discipline of funding, steering and reporting the learning function like any business unit. It matters now because finance leaders expect every learning line justified and executives want monthly evidence of reach and behaviour change, not attendance totals.

Which roles gain most from Learning Dashboards and L&D Budget Management?

Budget owners, supplier leads and learning platform managers gain most.

How does Learning Dashboards and L&D Budget Management differ from a training return on investment course?

It covers running the whole learning function, not only evaluating single initiatives. Budgets, supplier contracts and dashboards sit alongside impact evidence.

What do you bring back from Learning Dashboards and L&D Budget Management?

You bring back a working operating dashboard and budget pack. It holds a zero-based budget, supplier scorecard and monthly indicator set.

Learning Dashboards and L&D Budget Management: The Way Forward

The L&D operating dashboard and budget pack first informs the next budget round, when the head of learning and the finance business partner agree which lines stay funded. Business unit sponsors then read its monthly indicators to request or release learning capacity. After the first quarter, revisit which indicators actually prompted decisions and retire those nobody read.